

RESOLUTION NO. _____

Date Passed: December 13, 2010

**A RESOLUTION ESTABLISHING
THE RAILROAD ADVISORY BOARD**

WHEREAS, the City of Rochelle is a body politic and corporate, organized and existing pursuant to the Illinois Municipal Code, 65 ILCS 5/1-1-1, et. seq.; and

WHEREAS, section 2-292 of the Municipal Code of the City of Rochelle authorizes the City Council to establish advisory boards or commissions by resolution to advise the City Council and city management; and

WHEREAS, the City Council deems it advisable to establish a Railroad Advisory Board to advise the City Council and City management on matters related to the operation, management, and funding of the City Railroad;

NOW, THEREFORE BE IT RESOLVED by the Mayor and Council of the City of Rochelle that a Railroad Advisory Board is hereby established as follows:

1. Members-Appointment-Terms-Vacancy Filling. The Railroad Advisory Board shall consist of five (5) members appointed by the Mayor with the consent of the City Council. The members of this Board shall serve for terms of three years. In order to create staggered terms, the first Commission shall consist of two (2) members appointed for two-year terms and three (3) members appointed for three-year terms. In the event of a vacancy on this Board, the appointment shall be made for the remainder of the term of the member whose position has become vacant.
2. Members-Qualifications.
 - a. Members of this Board shall not hold any elective office, in or under the city government, and shall not be employees of the City. If at any time any member of the Board ceases to meet such qualifications, then the Board position of such member shall at once become vacant.
 - b. No member of the Board shall have held any elective office, in or under the city government, during the period of one year preceding his or her appointment to the Board.
 - c. Members need not be residents of the City, however, a non-resident member must have significant contacts with the City.
3. Members-Officers.
 - a. The Board shall elect from among its members a chairperson whose duties are to preside over meetings, when present, and other duties as provided in the Board's rules of order.
 - b. The Board shall elect from among its members a vice-chairperson whose duty is to serve as acting-chairperson in the absence of the chairperson.

4. Members-Compensation-Reimbursement for Expenses.
 - a. Members of the Board shall serve without compensation.
 - b. Members of the Board shall be reimbursed for actual expenses incurred in the performance of their duties, as approved by the City Manager, from the City Railroad Fund.
5. Members-Removal from Office. Members of the Board shall serve at the pleasure of the Mayor and City Council, and may be removed during their term by the Mayor with concurrence of the City Council.
6. Members-Status. No voting member of the Board shall be deemed an employee of the City for any purpose whatsoever.
7. Powers and Duties. The Board shall be advisory for the following:
 - a. Make recommendations to the Director of City Railroad and the City Manager with reference to the operation, management and control of the City Railroad.
 - b. Make recommendations to the Director of City Railroad and the City Manager with reference to the expenditures and application of the revenues of the City Railroad Fund.
 - c. Make recommendations to the Director of City Railroad and the City Manager with reference to future major capital City Railroad-related improvements and expansion plans.
 - d. Make recommendations to the Director of City Railroad and the City Manager with reference to proposed funding alternatives concerning City Railroad management projects.
 - e. Review quarterly reports of the City Railroad Department relating to City Railroad management and make recommendations or comments thereon to the Director of City Railroad and the City Manager.
 - f. Make recommendations to the Director of City Railroad and the City Manager with reference to City Railroad management funding strategies as it shall consider expedient.
8. Meetings-Quorum-Officers-Record Keeping. The Board shall convene in regular meetings open to the public at least bi-monthly at some regular place and time of meeting to be designated by the chairperson of the Board. A majority of such Board shall constitute a quorum. The Board shall provide its own rules of order. The chairperson shall preside at all meetings when present. The Public Works Department shall keep, or cause to be kept, a record of the proceedings, including minutes of each meeting, of the Board and such record shall be a part of the records of the Public Works Department. Such minutes shall be filed with the City Council within a reasonable time following a Board meeting.
9. Limitations. The Board shall have no power to hire or discharge any employee and shall have no power to enter into any contract.

PASSED AND APPROVED this day of , 2010.

ATTEST:

City Clerk

Mayor